



CONNECTICUT  
**STATE HISTORIC PRESERVATION OFFICE**  
INVESTING IN PRESERVATION SINCE 1955

## **Historic Restoration Fund Grant**

*Application*  
2018

## Historic Restoration Fund Grant | *Application*

### Applicant Information

Municipality/Organization:

Chief Elected Official/Executive Director:

Federal Employer ID Number:

Street Address:

City/Town:

State:

ZIP Code:

### Contact Information

Contact Name:

Email Address:

Phone Number:

Mailing address (if different from above):

City/Town:

State:

ZIP Code:

*This contact information will be used for all questions and mailings related to the grant process.*

### Project Site Information

Street Address:

City/Town:

ZIP Code:

Historic Name of Property:

### Project Information

1. Identify the type of project:

Rehabilitation

Restoration

Archaeological site preservation, protection, or stabilization

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2. One sentence explanation of the project:

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3. Grant Amount Request:

Total Project Cost:

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4. Identify historic designation status (check all that apply):

National Historic Landmark

National Historic Landmark, District: \_\_\_\_\_

National Register of Historic Places

National Register of Historic Places, District: \_\_\_\_\_

State Register of Historic Places

State Register of Historic Places, District: \_\_\_\_\_

Local Historic Property

Local Historic District: \_\_\_\_\_

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5. Brief description of the property's history:

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6. Identify the applicant:

municipality

501(c)3 nonprofit

501(c)13 nonprofit

*If the applicant is a 501(c)3 or 501(c)13, submit a copy of the IRS Status Determination letter.*

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7. Is this a subsequent phase of a project?:

yes  no

If yes, explain:

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8. Has the applicant received previous grants from SHPO?:

yes    no

If yes, please list all grants received (include grant type, date awarded, and award amount):

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9. Has the applicant received other capital grants from the State of Connecticut in the last three years?:

yes    no

If yes, please list all grants received (include grant type, date awarded, and award amount):

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10. Has the applicant read the preservation restriction template and agreed to the terms?:

yes    no

Has an attorney confirmed that a preservation restriction can be placed on the property?:

yes    no

*A legal opinion from an attorney must be provided, please see Application Guidelines for more details.  
The preservation restriction template can be found in the Closeout Guidelines.*

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11. Has the property had a preservation restriction in the past?:

yes    no

If so, identify for what project and the expiration date of the restriction (whether active or expired):

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12. Does the applicant own or lease the property?:

own  lease

If the property is leased, does the applicant have a long-term lease of at least 20 years as of the date of the application?:

yes  no

If the property is leased, have notarized statements been obtained from the owner/s of the property that permit the applicant to submit this application and complete the project?:

yes  no

*Please submit a copy of the Certificate of Title or lease and applicable notarized statements.*

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13. Is the property insured?

yes  no

*Please submit a copy of the Insurance Policy for the property.*

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14. Does the applicant have the funding for the entire project available and restricted for the purposes of this project?:

yes  no

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15. Please identify the consultant on the project:

Name:

Firm:

Contact information:

Profession:  Historic Architect  Structural Engineer  Architectural Historian

Other: \_\_\_\_\_

*Please submit the consultant's resume.*

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16. Is the project shovel ready and does the applicant agree to have the project go out to bid within 120 days of the contract execution?:

yes  no

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17. Does the project involve ground disturbance?:

yes     no

If yes, has the Staff Archaeologist been contacted?:

yes     no

If yes, outline Staff Archaeologist's recommendation(s):

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18. If the property is located in a Local Historic District, has the applicant received a Certificate of Appropriateness from the Local Historic District Commission?:

yes     no     N/A

*Please include a copy of the Certificate of Appropriateness.*

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19. The applicant must aggressively solicit bids for all contract work from qualified minority and women owned businesses and to meet all other Affirmative Action and procurement requirements as outlined in the Bidding, Contracting and Construction Guidelines.

Does the applicant agree to these terms?:

yes     no

*The Bidding, Contracting and Construction Guidelines can be found here:  
<http://www.cultureandtourism.org/cct/cwp/view.asp?a=3933&q=317350>*

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20. Does project involve improving accessibility or universal access?:

yes     no

If yes, explain:

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21. All projects funded with this grant program must be visible and open to the public at least twelve days a year on an equitably spaced basis and available by appointment. Does the applicant agree to these public visitation terms?:

yes     no

*Please include a proposed schedule outlining the dates and times the property will be open to the public.*

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22. Is the project located within a FEMA designated flood zone?:

yes     no

*Please include a FEMA FIRM map.*

## Authorization

Name of Authorized Official:

Title:

Signature:

Date:

*The authorized official is the individual identified in the Certified Resolution as empowered to carry out the grant application and associated agreements on behalf of the organization/municipality.*

## Legislative Information

U.S Representative's Name:

District #:

State Senator's Name:

District #:

State Representatives Name:

District #:

## Application Checklist

*This checklist should be submitted with the application. All material listed is required unless otherwise noted. See the Application Guidelines for an explanation of each item.*

	Included	N/A	Comments
Project narrative	<input type="checkbox"/>	<input type="checkbox"/>	
Scope of work	<input type="checkbox"/>	<input type="checkbox"/>	
Consultant's resume ( <i>contingent</i> )	<input type="checkbox"/>	<input type="checkbox"/>	
Photographs	<input type="checkbox"/>	<input type="checkbox"/>	
Construction/project schedule	<input type="checkbox"/>	<input type="checkbox"/>	
Budget	<input type="checkbox"/>	<input type="checkbox"/>	
Long-term preservation plan	<input type="checkbox"/>	<input type="checkbox"/>	
Attorney letter	<input type="checkbox"/>	<input type="checkbox"/>	
Schedule of Public Visitation	<input type="checkbox"/>	<input type="checkbox"/>	
Proof of Insurance	<input type="checkbox"/>	<input type="checkbox"/>	
Certificate of title or long-term lease agreement	<input type="checkbox"/>	<input type="checkbox"/>	
501(c)3 or 501(c)13 IRS tax status determination letter ( <i>contingent</i> )	<input type="checkbox"/>	<input type="checkbox"/>	
Certified Resolution	<input type="checkbox"/>	<input type="checkbox"/>	
FEMA FIRM Map	<input type="checkbox"/>	<input type="checkbox"/>	
Review letter from Staff Archaeologist ( <i>contingent</i> )	<input type="checkbox"/>	<input type="checkbox"/>	
Certificate of Appropriateness from municipal historical commission ( <i>contingent</i> )	<input type="checkbox"/>	<input type="checkbox"/>	
Letters of Support ( <i>optional</i> )	<input type="checkbox"/>	<input type="checkbox"/>	